
Association of Independent Liberal Arts Colleges for Teacher Education's

Models of Excellence Award

Institutional Application: Due November 15th

The Models of Excellence (MOE) project seeks to identify outstanding programs in professional education that will serve as tangible examples both to kindred institutions and to the American public. The AILACTE MOE committee invites member institutions to apply for consideration as Models of Excellence. The four qualities the MOE and AILACTE membership have identified as primary qualities of excellence for Independent Liberal Arts Colleges are listed below. A complete description of each quality, including statements of distinction, categories and criteria are presented in the Application Guidelines section.

Quality I: Moral and Ethical Dimensions of the Learning Community

Quality II: Partnerships Quality III: Liberal Arts Quality IV: Global Awareness and Action

Application Guidelines

Eligible Applicants:

1. Applicants may be either undergraduate or graduate professional educator preparation programs.
2. Applicants must be from an AILACTE member institution, and the institution must be in at least its third consecutive year as an AILACTE member.
3. Applicants may apply for one quality per year

Application Process:

Institutions will complete the application process outlined below. Applicants may focus on one of their professional education preparation programs, but applications should include all parts of that specific program. For example, if you select initial teacher preparation, please include all of your initial teacher preparation programs. An applicant needs to specify what is exemplary and systemic about its program in relationship to the statement of distinction and the categories and

their criteria of the selected Quality. Include how exploring this Quality has added to on-going faculty and program development and planning.

Application packets must consist of the following:

1. Cover sheet including:
 - Name of institution and professional education program.
 - Contact person information: Name, title, address, e-mail, telephone, and fax. □
Brief description of institutional context and affiliations.
 - Brief description of who was involved in developing this application and the process by which the application was developed. It is recommended that this application be completed through collaboration among a minimum of three people, and is viewed as a process for ongoing program development.
2. Provide a one sheet document of institutional facts such as student population, number of majors, program offerings, number of graduates each year, web page address.
3. A ten to fifteen page response describing and documenting what your students are doing based on the categories within the Quality.
 - Within the narrative, include descriptions of the accomplishments of your unit that are consistent with the quality.
 - Include information about what is planned for the future regarding the Quality.
 - Please avoid educational jargon. Some words lend themselves to multiple interpretations. Be sure that you define or clarify terms such as student-centered learning, performance assessment, etc.
 - Be sure to include descriptions of examples of performance that you require so that your institution can adequately demonstrate that all students in your program apply the Quality in their teaching/learning.
4. Provide additional documentation including the following: Institutional web link, institutional catalogue, program handbooks, syllabi referenced in application, sections of program documents appropriate to the Quality.
5. Three letters of support from colleagues outside the program/institution specifically addressing the unit's relationship to the Quality. The authors of those letters should be knowledgeable of the program and its impact on the wider learning community over time.
6. Signature page, including indication that the signatory has read the report, provides support for the report, and recognizes the excellence of the program.
 - a) Chief Academic Officer
 - b) Head of the educational unit (Dean, Chair);

- c) Writers of the proposal;
- d) Graduate of your program.

Format should include page numbers, double spacing, and 12-point font. Use the category headings and all numbered criteria to organize your narrative.

Working Definitions:

Moral incorporates a “way of acting in relationship to others and situations; the sense of taking responsibility for one’s actions as an individual in the professional environment.”

Ethical involves consideration of ideas such as “the good life” and “what is good and evil.”

Faculty includes all instructors and administrators who work in the initial teacher education program. *Students* are candidates in the professional education program.

See complete description of the Qualities on the website.

Contact Information

Completed applications must be received by **November 15th**. If you have questions regarding the application process, please consult www.ailacte.org (quality documents that have examples extension) or contact the Chair of the Models of Excellence Committee, Mike Hillis.

Submission of application:

The application may be submitted electronically, as a CD, or in paper form.

Email application materials to: mhillis@callutheran.edu

-or-

Mail five (5) copies of the application packet with supporting materials to:

Michael Hillis, Ph.D.
ATTN: AILACTE Models of Excellence Committee
California Lutheran University
60 W. Olsen Rd.
Thousand Oaks, CA 91360
